



**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 Section 6202)**

Table A

**Annual Building Activity Report City of Ukiah
Very Low-, Low-, and Moderate-Income Units and Mixed-Income Multifamily Projects**

| Housing Development Information | | | | | | | | Housing with Financial Assistance and/or Deed Restrictions | | Housing without Financial Assistance or Deed Restrictions |
|---|------------------|-----------------------------------|------------------------------------|----------------|---------------------|------------------------------|-------------------------------|--|-----------------------------|---|
| 1 | 2 | 3 | 4 | | | | 5 | 6 | 7 | 8 |
| Project Identifier (may be APN No., project name or address) | Unit Category | Tenure R=Renter O=Owner | Affordability by Household Incomes | | | | Total Units per Project | Assistance Programs For Each Development | Deed Restricted Units | Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions. |
| | | | Very Low- Income | Low- Income | Moderate- Income | Above Moderate- Income | | See Instructions | See Instructions | |
| | | | | | | | | | | |
| January 2012-December 2012 | | | | | | | | | | |
| | | | 0 | 0 | 0 | 0 | 0 | | | |
| January 2013- December 2013 | | | | | | | | | | |
| | | | 0 | 0 | 0 | 0 | 0 | | | |
| January 2014- December 2014 | | | | | | | | | | |
| | | | 0 | 0 | 0 | 0 | 0 | | | |
| (9) Total of Above Moderate from Table A2 ▶▶▶▶▶▶▶ | | | | | | | | | | |
| (10) Total by income units (Field 5) Table A ▶▶▶ | | | 0 | 0 | 0 | 0 | 0 | | | |

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

| Enter Calendar Year starting with the first year of the RHNA allocation period. See Example. | | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | Total Units to Date (all years) | Total Remaining RHNA By Income Level |
|--|---------------------------------|--------|--------|--------|--------|--------|--------|---------------------------------|--------------------------------------|
| Income Level | RHNA Allocation by Income Level | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | | |
| Very Low | Deed Restricted | 11 | 0 | 0 | | | | | |
| | Non-deed restricted | | 0 | 0 | | | | | |
| Low | Deed Restricted | 7 | 0 | 0 | | | | | |
| | Non-deed restricted | | 0 | 0 | | | | | |
| Moderate | Deed Restricted | 7 | 0 | 0 | | | | | |
| | Non-deed restricted | | 0 | 0 | | | | | |
| Above Moderate | | 20 | 0 | 0 | | | | | |
| Total RHNA by COG. Enter allocation number: | | 46 | 0 | 0 | | | | | |

Jan-Dec, 2012 and Jan-Dec, 2014

TABLE C

| Name of Program | Objective | Timeframe in Housing Element | Status of Implementation |
|---|---------------------------------------|-------------------------------------|---|
| H-1.a: By the end of 2010, develop and implement a residential rehabilitation program with an emphasis on improving safety, comfort and energy Efficiency. | Rehabilitate residential units | 2010 | CDBG funds have been secured for rehab projects. Mendocino County Community Development Commission managed program for the City. Two rehab projects completed. Additional funds being sought. |
| H-1.b: Work with the City Public Utility Department to potentially expand the City's Energy Efficiency Public Benefits Fund. | Energy Efficiency Improvements | Ongoing | GHG Inventory and Climate Action Plan Completed in draft form, anticipated adoption in 2015. Expansion of the City's Energy Efficiency Public Benefits Fund may become a program in CAP. |
| H-1.c: Provide informational materials to the public regarding sustainable and green building materials. | Education | Ongoing | Completed. Green Building Resource Center created in the Ukiah Civic Center. |
| H-1.d: Consider measures that would preserve/conserve existing mobile home parks, such as a mobile home rehabilitation program, conversion to ownership program, infrastructure improvement incentives, rent stabilization, etc. | Preservation of Mobile Home Parks | Ongoing | Rent Stabilization Ordinance adopted by the City Council in 2011 the city continues to enforce rent stabilization. |
| H-1.e Develop an At-Risk Units Program: Maintain an inventory of at-risk affordable housing units and work with property owners and non-profit affordable housing | Maintain stock of affordable housing. | Completed | Inventory completed in 2014 in conjunction with the Housing Element update. |

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| organizations to preserve these units by identifying and seeking funds from Federal, State, and local agencies to preserve the units. | | | |
| H-2.a: Provide copies of the inventory of vacant and underdeveloped land for public distribution. | Education | Completed | Completed in 2014 in conjunction with the Housing Element update. |
| H-2.b: Work with public transit providers and developers to encourage housing development located close to public transit facilities. | Education | Ongoing | The City's General Plan encourages infill residential growth, this typically occurs with a ½ mile of public transit. |
| H-2.c: Provide reduced planning permit application fees for residential second dwelling units. | Encourage and increase second dwelling units | Ongoing | Reduced fees for second units are available for second units that are deed restricted as affordable. |
| H-2.d: Review the zoning code and determine if any constraints to condominium developments and cooperative living projects exist, and if so, eliminate the constraints. | Encourage condo and cooperative living projects. | Ongoing | Preliminary review completed in 2011. No further action taken. |
| H-2.e: As Staff and resources allow, assist the Staff of the Buddy Eller Homeless Shelter facility to resolve any neighborhood compatibility issues that arise. | Eliminate incompatibility | Ongoing | No complaints received. Ongoing discussions and monitoring. |
| H-2.f: The zoning code shall be amended to allow homeless facilities without the requirement for a Use Permit in the C-2 (Heavy | Increase homeless shelters | Ongoing | Low priority because no capacity issues at the existing shelter. |

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| Commercial) zoning district. The zoning code shall require a Site Development Permit and facility management plan, and reasonable site development standards for homeless facilities, pursuant to California Government Code Section 65583. | | | |
| H-2.g: Do not permit the conversion of rental units to condominium units unless the City's amount of rental units is sufficiently adequate. | Retain rental housing stock | Ongoing | No conversions proposed in 2013-2014 |
| H-2.h: Do not permit the conversion of single family residential homes to professional offices unless the City's amount of residential units is sufficiently adequate. | Retain housing stock | Ongoing | No conversions proposed in 2013-2014 |
| H-2.i: Adopt an Inclusionary Housing Ordinance by 2013 that requires below-market rate housing to be included as part of residential projects | Increase affordable housing | Ongoing | Preliminary work completed. Minimal housing starts in the City. Inclusionary housing ordinance low priority. |
| H-2.j: Adopt the following minimum standards for inclusionary housing units: <ol style="list-style-type: none"> 1. The exterior appearance of inclusionary units shall not be different than for other units in the housing development of which they are a part; and | Increase affordable housing | Ongoing | Preliminary work completed. Minimal housing starts in the City. Inclusionary housing ordinance low priority. |

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| 2. Inclusionary units shall be dispersed or distributed throughout the development rather than being concentrated in one portion of the development. | | | |
| H-2.k: Prepare a Nexus Study by 2014 to determine if a nexus can be established requiring the developers of large residential and commercial projects to construct needed affordable housing units on site or in another appropriately zoned location near the place of employment and/or pay a housing impact fee. If a nexus can be established, adopt the affordable housing requirement or housing impact fee. | Generate affordable housing funds | Ongoing | No work completed. Reduced staff and a lack of funds to prepare study. Loss of Ukiah RDA stalled effort. |
| H-2.l: Identify and meet with nonprofit builders who specialize in building housing for extremely low-income households. This effort is designed to build a long-term partnership in development, gain access to specialized funding sources, identify the range of local resources and assistance needed to facilitate the development of housing for extremely low-income households, and promote a variety of housing types, including higher density, multifamily supportive, single room occupancy and shared housing. | Develop partnerships with affordable housing developers. | Ongoing | The City is in the process of donating 1.5 acres of land to PEP housing of Petaluma. The site will be developed in to 42 deed restricted senior affordable housing units available to low and moderate income seniors. The City is also deferring sewer and water connection fees until occupancy. |
| H-2.m: Work in conjunction with | Create more affordable housing | Ongoing | Some progress made. Loss of |

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| other agencies to jointly develop and implement a program that is designed to address the needs of the extremely low income households in the City. At least annually and on an on-going basis contact agencies and developers to facilitate implementing the program. Actions to be considered for inclusion in the program include prioritizing City/RDA funding, supporting grant and other applications for funding, and exploring housing types and construction methods to promote housing for ELI citizens. | | | staff and the elimination of the Ukiah RDA has stalled efforts. |
| H-2.n: Amend the zoning ordinance to be consistent with Senate Bill 2. All transitional and supportive housing shall be considered a residential use and only those restrictions that apply to other residential uses of the same type (single family residential, duplex, multi-family, etc.) shall be imposed. | Streamline transitional housing projects. | Ongoing | The Buddy Eller campus currently operates in Ukiah providing homeless services for citizens of Ukiah. The facility also provides transitional housing and drug and alcohol treatment. |
| H-2.o: Post the sites inventory map and housing development in commercial zones information on the City's website and prepare hard-copy informational handout material for property owners and developers. | Education | Ongoing | Completed in 2014, currently found on City's website. |
| H-2.p: Within 1-year of adoption of the Housing Element, conduct a roundtable meeting with non- | Create more affordable housing | Ongoing | Loss of staff and the elimination of the Ukiah RDA has stalled efforts. |

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| profit housing sponsors and developers to educate and share information about vacant and underutilized sites, the planned development tool, the lot consolidation process, and incentives offered by the City. | | | |
| <p>H-2.q: To ensure adequate sites are available throughout the planning period to meet the City's RHNA, the City will continue to annually update an inventory that details the amount, type, and size of vacant and underutilized parcels to assist developers in identifying land suitable for residential development and that also details the number of extremely low-, very low-, low-, and moderate-income units constructed annually. If the inventory indicates a shortage of available sites, the City shall rezone sufficient sites to accommodate the City's RHNA.</p> <p>The City has identified residential capacity within the mixed use zone to accommodate 284 units of the City's RHNA for lower-income households. To ensure sufficient residential capacity is maintained within this zone to accommodate the identified need of 284 units, the City will develop and implement a formal ongoing (project-by-project) evaluation procedure pursuant to Government Code Section 56863.</p> | Education | Ongoing | <p>Inventory updated in 2012 (minor changes).</p> <p>Inventory was updated in 2013. Ample sites were identified to accommodate Ukiah's RHNA. As of 2015 many of the identified sites remain available to accommodate housing.</p> |

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| Should an approval of commercial development result in a reduction of capacity within mixed use zones below the residential capacity needed to accommodate the remaining need for lower-income households, the City will identify and zone sufficient sites to accommodate the shortfall on land zones exclusively for residential multifamily use allowing at least 16 du/acre. | | | |
| H-2.r: Facilitate the consolidation of smaller, multi-family parcels by 1) publicizing the underutilized sites inventory on the City's website, and 2) providing technical assistance to property owners and developers in support of lot consolidation. To encourage development of quality housing at prices lower income households can afford on smaller, multi-family parcels, the City will meet with non-profit sponsors and developers to promote strategies and the creation of lot consolidation incentives. | Create more affordable housing | Ongoing | Initial steps completed in 2012. Ongoing efforts continue, the City is assisting PEP Housing consolidate four infill parcels to accommodate a 42 unit affordable senior housing project. |
| H-2.s: Identify a prime affordable housing infill site currently burdened by flood zone issues and pursue an engineering study and possible FEMA map correction to eliminate this constraint. | Increase potential affordable housing sites | Ongoing | Completed in 2011. ("Garden Café" site – South State Street). The City completed a FEMA map revision to accommodate future development of affordable housing on this prime site. |
| H-3.a: Special Needs Rental | Increase very low and special | Ongoing | The City is currently assisting the |

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| Housing: Support applications to State and federal agencies such as HCD, State Treasurer's Office, HUD and USDA for affordable rental housing financing to provide shelter for very low-income families and special needs households. | needs housing units | | Ford Street Project in their efforts to secure various funding sources. The Ford Street Project provides homeless shelter services, drug rehabilitation and job training. |
| H-3.b: Increase housing opportunities for persons with disabilities consistent with the fair housing and disability laws, and encourage physical access to and within residential units and areas during the development review process. | Increase housing opportunities for persons with disabilities | Ongoing | Routine procedure with the review of development projects. The City encourages Universal Design during the design stage of every residential project. |
| H-3.c: Review the zoning code and consider eliminating regulatory constraints to special needs housing projects. | Eliminate constraints | Ongoing | Preliminary work competed in 2011. No further work completed. |
| H-3.d: Continue to support and assist farmworker housing advocates by providing technical assistance with development applications; lower planning application fees for affordable housing projects, and identifying potential sites for farm worker housing. | Increase farmworker housing | Ongoing | Lower fees were adopted in 2011. |
| H-3.e: Amend the zoning code to define and allow Single Room Occupancy (SRO) developments in the Medium Density (R-2) and High Density (R-3) zoning districts. | Increase tools to encourage affordable housing. | Ongoing | Downtown Zoning Code adopted in 2012 – includes opportunities for SRO development. To date the City has not received any inquires regarding the establishment of an SRO. |

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| H-4.a: Continue to refer housing discrimination complaints to Legal Services of Northern California, State Fair Employment and Housing Commission, and the U.S. Department of Housing and Urban Development (HUD). | Education | Ongoing | No complaints received. |
| H-4.b: Develop and make available housing discrimination public information and make it available at the Ukiah Civic Center and on the City's website. | Education | Ongoing | Completed, the City supplies handout information at City Hall as well on the Website. |
| H-5.a: Apply the CEQA Infill Exemption when possible and perform expedited review for well designed, compact projects using green and sustainable design and building techniques. | Education | Ongoing | The City regularly uses the CEQA infill exemption for residential projects that qualify. |
| H-5.b: Prepare and present a downtown core small lot subdivision ordinance or similar tool for consideration. | Education | Ongoing | Completed with adoption of the Downtown Zoning Code in 2012. |
| H-5.c: Prepare and present a green building/sustainable development incentive tool(s) for consideration that could include expedited permit processing, density bonuses and relief from parking and other zoning requirements. | Education | Ongoing | Project programed for 2015. |
| H-5.d: Green Building Codes: Consider Amending the building and zoning codes to identify and | Education | Ongoing | Project programed for 2015. |

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| remove constraints to green-building, resource conservation, and alternative energy generation and establish green building and sustainable practice requirements for new developments, remodels and retrofits. Topics to be included are: Green building materials and practices, Passive solar design and siting, Energy efficient heating and cooling technology, Alternative water storage, wastewater treatment and reclamation, and storm-water management systems. | | | |
| H-5.e: Continue to administer the solar and energy efficiency rebate programs. | Education | Ongoing | The program continues and is under evaluation for possible expansion. |
| H-5.f: Assist developers and housing development agencies in incorporating green building, energy conservation, and alternative energy generation into their projects by providing information about resources and links to local organizations such as local renewable energy system designers and installers, rebates, energy-rating systems, and funding, on the Housing Resources website. | Education | Ongoing | Green Building Information Center completed in the Ukiah Civic center. |
| H-5.g: Promote energy and water conservation education programs that address steps to energy and water efficiency, benefits of | Education | Ongoing | Green Building Information Center completed in the Ukiah Civic center. |

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| weatherization and weatherization assistance programs, and information of onsite renewable energy generation technologies and financing options. | | | |
| H-5.h: Promote stormwater management systems for multi-family housing developments that have multiple benefits such as bio-swales to reduce downstream flooding, contamination of streams and rivers, fire hazard, and irrigation needs and to distribute stormwater and recharge groundwater. | Education | Ongoing | The City has adopted Low Impact Development Standards (LID). The main goal is to filter and slow stormwater runoff being generated as result of a project. |
| H-5.h: Promote stormwater management systems for multi-family housing developments that have multiple benefits such as bio-swales to reduce downstream flooding, contamination of streams and rivers, fire hazard, and irrigation needs and to distribute stormwater and recharge groundwater. | Education | Ongoing | The City has adopted Low Impact Development Standards (LID). The main goal is to filter and slow stormwater runoff being generated as result of a project. |
| H-5.i: Reduce electricity and natural gas demands by promoting the use of renewable energy technologies in residential and mixed-use projects. Strongly promote solar energy generation, use of solar water heaters, and passive solar design in new housing and, especially, multi-family housing both prior to and | Education | Ongoing | The City has adopted the Cal-Green Building Code (Tier 1). This requires buildings to attain a high level of efficiency in several categories. |

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| during project review. | | | |
| H-5.j: Work with developers to create residential neighborhoods with mixed housing densities, types, and housing affordability levels that promote human interaction, neighborhood-scale services and facilities, safety, and connectivity to schools, neighborhoods, and commerce. | Education | Ongoing | City staff regularly meets with developers to discuss City goals for mixed use, and affordable housing. A current example is the PEP Housing project a 42 unit senior affordable project located in the center of town. |
| H-5.k: Adopt a form based zoning code for the downtown that would promote and provide opportunity for compact, pedestrian friendly, infill mixed use development including a variety of housing types. | Education | Ongoing | Downtown form-based code adopted in 2012. |
| H-6.a: Redesign and reinvigorate the RDA low and moderate income housing program. | Increase affordable housing | Ongoing | RDA eliminated by the State of California. This goal has been eliminated in 2014-2019 Housing Element (current under review) |
| H-6.b: Develop a Housing Resources webpage that may be used to facilitate the development and improvement of affordable housing. Included on the webpage could be items such as funding resources, affordable housing development agencies and developers, energy conservation and green-building resources and services. | Education | Ongoing | New City website under construction 2014-2015. |
| H-6.c: Conduct periodic meetings | Education | Ongoing | Reduced staff and the elimination |

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| with developers and non-profit housing development agencies to identify constraints to development of affordable housing and use the information gained to consider zoning code amendments. | | | of the Ukiah RDA has stalled efforts. |
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